

Minutes of the Personnel Committee

Tuesday, December 9, 2008

Chair Schellinger called the meeting to order at 1:05 p.m.

Present: Supervisors Tom Schellinger (Chair), Ted Rolfs, Jim Heinrich, and Jim Behrend. Steve Wimmer arrived at 1:08 p.m. **Absent:** Pete Gundrum and Dave Falstad.

Also Present: Legislative Policy Advisor Dave Krahn, Employment Services Manager Sue Zastrow, and Labor Relations Manager Jim Richter. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of 11-4-08

MOTION: Heinrich moved, second by Behrend to approve the minutes of November 4. Motion carried 4-0.

Schedule Next Meeting Dates

January 6 and 20.

State Legislative Update

Krahn said the legislature is getting ready for the next session. The County's Executive Committee yesterday looked at a number of priority issues and selected the top four: levy limits, 911, tax reform, and no new programs at least until the state deficit is under control. The Governor will be in Washington to testify and request federal money. Krahn said federal funds will be made available to states but exactly how much is unknown at this time.

Wimmer arrived at 1:08 p.m.

Review and Approve Revisions to Classification Specifications Resulting from the 2008 Non-Represented Employee Study

Zastrow referred to the revised classification specifications that were mailed out with the agenda. These changes are a result of the annual study of non-represented positions, basically done for "housekeeping" purposes. Each year staff will review a portion of the non-represented positions and update the classification specifications to reflect any changes to those jobs so they are current. Zastrow noted that none of the changes resulted in compensation changes. The process involves questionnaires which are completed by incumbents in the positions. Employee supervisors and Human Resources staff are also involved.

MOTION: Rolfs moved, second by Heinrich to approve the classification specification revisions as presented. Motion carried 5-0.

Ordinance 163-O-070: Approve 2009 Salaries For Non-Represented Employees

Richter said those employees under Section I of the ordinance will receive an across-the-board salary increase of 2.5% beginning in January. These employees are typically in the non-professional, technical, and paraprofessional group. Those employees listed under Section II will receive an across-the-board salary increase of 2%. These employees are the managers and doctors

(e.g., psychiatrists, medical examiner). Those employees listed under Section III will receive an across-the-board salary increase of 1.75% and affect the top department heads. Non-represented seasonal and temporary employees will receive an across-the-board salary increase of 2%.

Richter reminded the committee that represented employees will receive across-the-board salary increases of 2% in January and 1% in July of next year. In addition, represented employees will see changes in their health insurance which is why they are getting an extra .5% added to their base pay. The non-represented employees were affected by those changes in 2008.

Richter advised that in 2009 our overall personnel costs will increase only 2.1%. This includes salary and benefits such as health insurance.

Richter noted, for example, that we are having a difficult time filling a pathologist position so some of these salary increases are necessary to obtain and retain quality employees.

Heinrich referred to the 1.75% increase for department heads and asked if he had heard any complaints. Richter said no. They recognize that we are dealing with some tough budgets due to a tough economy. They also realize it is important that their staff be treated equitably, similar to the represented employees, and that a 1.75% increase is still a significant amount of money, more than what some of the lower paid positions will receive.

Behrend did not think we were overpaying our employees and he spoke in support of the ordinance.

Schellinger requested information on personnel cost increases in past years. Richter said he would obtain that information from budget staff for the committee.

MOTION: Rolfs moved, second by Behrend to approve Ordinance 163-O-070. Motion carried 5-0.

MOTION: Behrend moved, Heinrich second to adjourn at 1:27 p.m. Motion carried 5-0.

Respectfully submitted,

Approved on: _____

Ted Rolfs
Secretary